



# Base Bulletin

## Vandenberg AFB, CA 93437-0759



28 Aug 2002

No. 35

The Base Bulletin is published each Wednesday (except holidays). Send proposed bulletin items via email to [publishing.management.dci@vandenberg.af.mil](mailto:publishing.management.dci@vandenberg.af.mil) or to Publishing Management DCI on the Global, or via fax to DSN 276-6614 or 805-606-6614 to arrive at DCI/SCSP by noon Friday, the week before you want your item to appear. Be sure to include your name, office symbol, and office phone number. Remember to include your home phone number for personal items. Your items will run for two consecutive weeks, and may be resubmitted one week after the last date it was published. Bulletins are valid for 90 days unless rescinded or superseded. Note: If an article requires a 30 SW Form 400, this form must be submitted with the article, or it will not be published.

### SECTION I — ADMINISTRATIVE DUTIES

Duty Chaplain: Duty phone, 6-5773. After hours, 6-9961.

Safety Hazard? Dial 5-SAFE (If off base, dial 605-SAFE).

### SECTION II — OFFICIAL

#### 1. 14<sup>th</sup> Air Force:

**Postponement:** Due to unforeseen circumstances and scheduling issues, the 14 AF Ball which was originally scheduled for Sep 02 has been rescheduled for next spring 2003; the traditional timeframe for this event. The 14 AF Ball Committee is targeting to have the event around March-April 03 at the Pacific Coast Club. More details will be provided as the event approaches. Major General Hamel will present the Horner Awards to the 2001 winners during his visits to the different units. POC for the Ball is MSgt Lee Lopez, 6-5102. (614SOPS/DOT, 5-4875)

#### 2. Team Vandenberg:

**a. 30th Space Wing Commanders Call:** 29 Aug 02. Colonel Robert M. Worley II, 30th Space Wing Commander, has scheduled a Commander's Call at the Base Theater. Attendance is mandatory for all 30 SW members. Times are as follows: 0730, 1000, and 1400. (30SW/CCA, 5-2855)

**b. Combined Federal Campaign (CFC):** CFC for 2002 begins on 9 Sep 02 through 18 Oct 02. On 5 Sep 02 there will be a Charity Expo in the Pacific Coast Club Ballroom from 1030 to 1300. The Charity Expo will feature a group of local charities that you may contribute to through this year's CFC. Everyone is welcome to attend the Charity Expo and help kick off another campaign dedicated to assisting the community. Training of Unit Representatives for CFC will start at 0930 in the Warrior Rooms of the Pacific Coast Club. (30RANS/DOO-C, 6-1315)

**c. Team Vandenberg Senior Staff Meeting:** The weekly Team Vandenberg Senior Staff Meeting scheduled for **Wednesday, 28 Jul, 0900**, at the Western Range Operations Control Center (WROCC) Auditorium has been **cancelled due to a local exercise**. If you have any questions or concerns, please feel free to contact 30 SW/CCA at 6-1318 or 5-2855. We apologize for any inconveniences caused by this change.

**d. Compliance/P2 Subcommittee Announcement:** The Compliance/P2 Subcommittee has been rescheduled from 27 Aug 02/1030 to 05 Sept 02/1500 in Building 11777, SPTG Conference Room. All organizations are encouraged to participate. If you need further information, please contact Wendy Camargo at 6-0190. (30 CES/CEVC, 6-0190)

#### 3. 30<sup>th</sup> Communications Squadron:

**Emission Security:** EMSEC is a Base-Level Program requiring compliance with equipment and system installation standards as outlined in AFMAN 33-214V2, Emission Security Countermeasures Reviews. This applies only to classified computers, systems, or facilities. For information on what the VAFB EMSEC

program has to offer, check out our website at the following address: <https://milnet/wiao/emsec.htm>. (30CS/SCBI, 5-2352)

#### 4. Traffic Management Office:

**a. Separating, Retiring or PCSing?** PLAN AHEAD! Within 30 days of receipt of orders, stop by TMO, Bldg 11777, Rm C-103 to schedule an appointment for your household goods pick up dates. Remember, the earlier you meet with us, the greater your chances of moving on the date you initially select. As always, we will work with you to the greatest extent possible. POC: SSgt Papa, ext 6-0904 (30 TRANS/LGTTH)

**b. Shipping/Receiving Packages via Federal Express:** Attention all Base Organizations that ship and/or receive packages via Federal Express: Under the DoD approved GSA contract, FedEx is authorized to transport unmarked classified packages up to a classification of SECRET. Any packages you receive from FedEx must be treated as classified material until it is determined to be otherwise. When shipping classified items, they must be processed through TMO Cargo Movement unless other arrangements have been made. TMO must be advised on the classification level. Any questions may be directed to MSgt Hawley, ext 6-3381 (30 TRANS/LGTTF)

**c. Attention TMO Customers:** If you have recently arrived PCS and have household goods in storage awaiting quarters, please be advised that we are in the peak season for personal property moves. Schedule delivery of your personal property as soon as you have a firm address and move in date. Local agents are saturated and may not be able to provide prompt delivery services if they are not provided sufficient lead-time. POC is SSgt Papa, 6-0904. (30 TRANS/LGTT)

**d. Getting ready to move soon?** Come into our office as soon as you receive your orders. The time of the year we like to refer to as the "peak season" is upon us, the period from May through September. Traditionally, this is the time of the year we experience a significant increase in workload. Naturally, keeping in stride with us, our counterparts in the commercial carrier industries undergo notable increases in their scheduling from the DOD and civilian communities. The sooner you get started preparing, the better your chances are of getting your property processed on the dates you desire. Remember, "It's Your Move." POC, 30 Trans/LGTTH, Mr. Haury, 6-0903.

#### 5. Civilian Personnel: (30 MSS/DPCE, 6-5847).

**a. Voluntary Leave Transfer Program:** Annual Leave Donations are needed for: Nancy Larson, 30 CES, Kevin Johnson, 440 SPTG Security Forces, and General Mitchell IAP-Air Reserve Station, Milwaukee, Wisconsin. Those civilian employees who would like to donate a portion of their annual leave must complete an Optional Form 630-A. You can come by Building 11777, Room B-105 to pick-up and/or turn in your form. You can also access this form on the web at: [http://www.opm.gov/FORMS/PDF\\_FILL/opm630A.pdf](http://www.opm.gov/FORMS/PDF_FILL/opm630A.pdf).

**b. Attention Team Vandenberg:** The Air Force's new Leave Program called LeaveWeb is currently being brought on-line. This new program will entirely replace the AF Form 988, revolutionize the leave request process, save time and money. It's simple to use, very reliable, and since it's automated will benefit everyone involved from the member, to the Orderly Room, to the Commander. The following Orderly Rooms have already implemented this new web-based program: 30 COMM, 30 CES, 30 TRANS, Det 9, 30 OG, Det 1 LCO, and 392 TRS. Every two weeks another three or four additional Orderly Rooms will join. The next in line to implement LeaveWeb on 3 Sep 02 is: Det 7, OSI, and 576 FLTS. For questions or concerns, please contact your Orderly Room. (30 CPTS/FMF, 6-4031)

**c. Attention: Civilian Employees:** The Thrift Savings Plan (TSP) is closing out its old computer system and will issue participant statements as of 31 Aug 02. You are advised to keep this statement for reference. Please ensure the ending dollar balance on the statement matches the beginning dollar balance on the next statement from 1 Sep-31 Dec 02. If the balances do not match, please notify the TSP Service Office. Beginning with CY03, TSP will issue statements on a quarterly basis. (DPCE, 6-5847)

#### 6. 30<sup>th</sup> Security Squadron Information:

**a. Lompoc Gate Closure:** The Lompoc Gate is now closed to all traffic (inbound and outbound). This is necessary to the reconstruction of the Lompoc Gate facility and reconfiguration of the Santa Lucia Canyon Road intersection. The estimated completion date is Feb 03. If you normally use the Lompoc Gate, you may consider using the Santa Maria and/or Solvang Gages for main Base access during this construction period. Please adjust your travel time to Vandenberg and allow yourself sufficient travel time, as the traffic flow will increase due to the Gate closure. Also, there will be periods when the Santa Lucia Canyon Road (adjacent to Lompoc Gate) will be one lane, and delays can be expected. Please contact MSgt Bilicki, 30 SFS/SFOX at 5-0549 if you have any questions concerning this matter.

**b. Off Limits:** The 30<sup>th</sup> Security Forces Squadron Combat Arms Range Complex located off San Antonio Road West, is OFF LIMITS to all unauthorized personnel. Danger signs are posted around the hazardous area of the Range Complex. For entry, contact the Combat Arms Section at 5-5025. (30SFS/SFTC)

**7. Change of Office Hours:**

**a. Legal Office:** Effective 9 Sep 02, the 30<sup>th</sup> Space Wing Legal Office will provide an additional afternoon legal assistance on Mondays 1530 to 1630. During these times, attorneys are available for a variety of legal issues. Notary services for Powers of Attorney, Affidavits, etc., will also be available. Please forward any questions to TSgt Prince, 5-6220. (30SW/JA)

**b. Clinic Closed:** The 30th Medical Group will be closed from 1200 to 1630 on 30 Aug 02. The Pharmacy and TRICARE Service Center will remain open. For emergencies (a threat to life, limb, or eyesight): call 911 or proceed to the nearest Emergency Room immediately. For urgent care only please call 1-888-252-3299. 30MDG/SGSB, 6-1959)

**c. MPF Customer Service:** The MPF Customer Service office will be closed 16-18 Sep 02 for installation of out new ID card equipment. For emergencies during this time, please contact Lt. Garrett at 6-2276. (30 MSS/DPMP)

**8. ROTC, Air Force Reserve & Air National Guard:**

**a. Palace Chase Briefing:** 10 Apr 01, 1300, Bldg. 11777, Room C-114. If you are interested in applying for this program, you must first attend this briefing. For more information, call MSgt Kartheiser (AF Reserve Recruiter, 6-2704). (30 MSS/ISR)

**b. Alabama Air National Guard Part-Time Vacancies:** Are you planning Palace Chase, Palace Front, or Separating? Would you like to continue receiving most of your active duty benefits and have a great part-time job? The Montgomery Air National Guard Units have the following part-time vacancies: 1C3X1-Cmd Post App, 1N0X1-Intel Applications, 2A0X1B-Av Test Station, 2A1X1-Av Sensors Maint, 2A6X2-Age Mech, 2A6X3-Aircrew Egress, 2A6X6 - Acft Elec/Envirn, 2A7X1-Acft Metal Tech, 2A7X2 - Nondestruction Insp, 2A7X3-Struc Spec, 2F0X1-Fuels Spec (POL), 2R0X1-Maint Data Sys Spec, 2S0X1 - Supply Mgmt Spec, 2T131-Veh Opns App, 2T3X5-Veh Body Mech, 2W0X1-Munitions, 2W1X1-Acft Arm, 3E1X1 - HVAC, 3E4X1 - Util Sys Spec, 3E4X2-Liquid Fuel Sys, 3E5X1-Engineering Spec, 3E7X1-Firefighter, 3E9X1- Readiness, 3P0X1-Sec Forces Spec, 3S2X1-Trng Spec, 4B0X1 - Bioenviron Eng, 4F0X1 - Aeromedical Spec, 4N0X1-Med Srv Spec, 4P0X1 - Pharmacy Tech, 4R0X1 - X-ray Tech, 4T0X1-Med Lab Spec and 5R031-Chaplain Asst. Please contact MSgt Von Roberts or SSgt David Coram at DSN 358-9135 or 1-800-368-4481 or you may email us at [vonsetta.roberts@almont.ang.af.mil](mailto:vonsetta.roberts@almont.ang.af.mil) or [david.coram@almont.ang.af.mil](mailto:david.coram@almont.ang.af.mil) for more information. (187<sup>th</sup> FW/DPMR)

**c. ROTC Career Day Officer Volunteers:** Volunteers from Vandenberg AFB are needed for Fresno State University. The AFROTC program at Det 035 Fresno State University is requesting Officers from the following career fields: **Space, Communications, Security Forces, Nursing, Intelligence, Office of Special Investigations (OSI), Public Affairs and Judge Advocate Office (JAG)** to speak with cadets about education and training as well as duties and responsibilities of the different career fields. The career day will be Thursday, 3 Oct 02 from 1100 to 1300, and lunch will be provided at 1300. For more details, contact Public Affairs at 6-3595 or 2Lt Donald Kentner at (559) 278-2593 or email [dbkent@csufresno.edu](mailto:dbkent@csufresno.edu).

**9. Retirements, Promotions, & Changes of Command:**

**a. Retirement:** The Men and Women of the 532d Training Squadron cordially invite you to attend the Retirement Ceremony of TSgt Russell L. Sheats, 30 Aug 02, 1400, Building 7425. For more information, contact SrA Joseph Aceves at 6-5491. (532 TRS/DOAC)

**b. Promotion Ceremony:** Team Vandenberg September Promotion Ceremony, 3 Sep 02, 1500, Pacific Coast Club. (30 OG/CCF, 6-9600)

**OFFICIAL**

**Robert M. Worley II**  
**Colonel, USAF**  
**Commander**

**Mary E. Meyer**  
**Chief, Publishing Management**

### **SECTION III — UNOFFICIAL**

#### **Safety Issues:**

**a. An Ounce Of Prevention:** Is worth a pound of cure. This adage is true for myriad things in life, including personal safety and compliance with the law. The ounce of prevention: Approved helmets must be worn whenever you're driving a motorcycle, engaged in bike riding, skateboarding, rollerblading, riding a motorized scooter or ATV, etc. Reflective gear on the upper part of the torso is required when driving a motorcycle and visibility is poor (darkness, foggy/inclement weather conditions, etc.). Wear all other required Personal Protective equipment. Turn on your low beam headlights when the weather is foggy, misty, or rainy, as well as when there is darkness. Skateboard only at the Skate Park or Roller Rink. Ride a motorized scooter only if you're over 16 years of age; on streets 35 mph or less. Ride an ATV only if you have completed an SVIA Course. The pound of cure: Ticket for noncompliance, loss of driving privileges (if you've accrued too many points), or injury, debilitation, loss of income, unhappy family. PICK YOUR CHOICE--WHAT WILL IT BE?! (30SW/SEGB, 6-8804)

**b. Base Landfill Prohibits Labeled Waste:** Do not dispose of any waste that has special handling labels (e.g., hazardous, biohazard) on it into the Base landfill. If waste is "safe" or "empty," REMOVE all labels before final disposal. Landfill staff will assume waste is unsafe to handle unless labels are defaced or removed, and will contact the facility that generated the waste for verification. Until verification is made, trash hauling services for that facility will be suspended. Thank you for your cooperation. (30 CES/CEV, 5-0544)

**c. ECAMP Is Coming:** The 2002 AFSPC Environmental Compliance Assessment Management Program Team will be at Vandenberg December 2-10, 2002. For preparation assistance contact Kim Harding, 30 CES/CEVC, 6-6863.

#### **General Information:**

**a. 30<sup>th</sup> Communications Squadron Spouses Club Meeting:** Will meet the last Wednesday of each month at 1900 at varying locations. This is a great opportunity for spouses to get to know each other, talk about various issues and have some fun. For more info please contact Mary Claypool at 734-2018 or Natalie Hanna at 734-1129.

**b. Operation Kids' Christmas (OKC) 2002 BBQ:** Sink your teeth into a succulent, mouth-watering barbequed Tri-tip or Chicken dinner, complete with salad, beans, and bread-proceeds to benefit OKC. Come on out to the Long's Drugs parking lot in Santa Maria, Sat, 31 Aug 02, from 1100-1400. Your \$5 donation will help ensure that 200 underprivileged children from our community will have the Christmas of a lifetime! For advance tickets please call MSgt Lucia, 6-3663. (392 TRS/CSS)

**c. Special Olympics Benefit:** The 5th Annual Air Plane Pull for Santa Barbara County Special Olympics sponsored by Santa Barbara County Law Enforcement Torch Run is coming up fast. This Annual event will take place Saturday 21 Sep, 02 at 0900. The plane that will be pulled is a Navy F-4 Fighter Jet. Entry fee will be a donation of \$200 (Donated to Special Olympics) in which each member on the team will receive a shirt. In conjunction with the Plane Pull will be a P-51 Mustang Show and other planes will be on display as well. If you wish to have a team in this event, please contact SSgt Faalzadeh or SSgt Greene at 5-0569. (30SFS/SFT)

**d. Varsity Soccer Team:** Is looking to add a few more committed and talented players to its roster. In particular, the Co-Ed team needs female players that will compete in an Arena Soccer League to be held on Tuesday evenings at the Santa Maria Valley YMCA. The Men's team is also looking for additional players. If interested please contact Mr. Scott Vincent. (30SFS/SFAI, 5-0755)

**e. Top Life Dorm Council:** There will be a Top Life Dorm Council Meeting on Wednesday 28 Aug 02, 1500. The meeting will be held at the Delta Dayroom. Please encourage your Dorm Airman to attend. If you have any questions please contact A1C Shepherd at 6-1541, extension 3505.

**f. Child Protection Training:** The Satellite Amateur Radio Club will host a special Child Protection training session on Saturday, 31 Aug 02, at 1000. This training is intended for Scout counselors, but is open to any adult who requires the training to comply with State and Federal laws. The two-hour class will be held at Building 23100, on Bishop Road about ¾ mile southeast of the Vandenberg Tracking Station. Advance

registration is required. Contact Bob Harrison at 6-3209 (daytime) or at 735-6774 (evenings) for more information. (SARC, 6-3209)

**g. Base Theater Schedule:** Friday, 30 Aug 02: K-19: The Widow Maker (pg-13) showtime at 1930 with doors opening at 1910. Saturday, 31 Aug 02: Eight Legged Freaks (pg-13), showtime at 1930 with doors opening at 1910. Sunday, 1 Sep 02: Men In Black 2 (pg-13), showtime at 1930 with doors opening at 1910. (30SVS/SVK, 5-5095)

**h. Free Lompoc Pops Commemorative Concert:** The Concert is scheduled for 1900, 11 Sep 02 in Chapel 1. This event is free and is open to all base people and their families. Military people who have deployed or who are about to deploy are asked to wear their desert BDUs. Also, family members of base people who are deployed are asked to attend. For more information, please call the Chapel at 6-5773.

**i. Lompoc Pops Ensemble:** The Ensemble is scheduled to perform at the Base commemorative service at Chapel I on 11 Sep 02 at 1300. This service is open to all Base people and their families. For more information contact the Chapel at 6-5773.

**j. The City Of Lompoc:** A day long Sept. 11 commemorative event will be held with services each hour at a different church. A city wide commemorative event will take place beginning at 1100 at the Olde Towne Park gazebo at South H and Locust Streets. Colonel Robert M. Worley II, Commander of the 30th Space Wing will be the keynote speaker. The Vandenberg Color Guard and Vandenberg Patriot Voices are also scheduled to perform. The day will culminate with a special choral ceremony at the Trinity Church of the Nazarene at 1900. These events are open to the public. For more information, contact the Lompoc Chamber of Commerce at 736-4567.

**Family Support Center:** Pre-Register for all Classes, Workshops & Seminars (30 MSS/DPF, 5-0134).

**a. Interviewing and Dress for Success:** 28 Aug 02, 0900-1130. Make a statement, and get the job! Learn what to wear and what "not" to wear. Learn tips to dress for your interview and workplace. To sign up, call 6-0039.

**b. How To Start Your Own Business:** Thurs, 5 Sep 02, 1330-1530 at the Family Support Center. This workshop is tailored to assist individuals who are interested in starting their own full-time or part-time business. Topics include general licensing requirements, business plans, applying for the VA backed (up to 85%) Small Business Administration (SBA) loans, components of a business plan, and resources available in every state. Contact Sunny Park at 5-0134 to register.

**c. Operation Baby Launch:** Monday, 09 Sep 02. Pregnant??? Planning a family? You are invited to attend Operation Baby Launch sponsored by the 30<sup>th</sup> Medical Group. A great opportunity to learn valuable information on resources available from civilian representatives from our two local hospitals, TRICARE financial concerns, Vandenberg AFB Family Practice Clinic and much more. Receive a free formula kit, gifts and a free raffle from representatives. Spouses and partners are welcome and registration is not required. This event will commence on 9 Sep 02 at 1700 at the Vandenberg AFB Clinic Auditorium located at 338 South Dakota Street. POC: Capt Rosales, 5-8254 or Nancy Sias, at 6-8217.

**d. Pre-Separation Briefing:** This briefing is required at least 90 days prior to leaving the service for military members scheduled to retire or separate. This mandatory counseling session consists of service member benefits. Spouses are welcome and encouraged to attend. This session is offered every Tuesday morning 0800-0900 (except TAP seminar week). For further details, contact Sunny Park at 5-0134.

**30th Services Squadron:** (30 SVS/SVK, 6-0276)

**a. Pacific Coast Club:** (For information on any Cub functions, please call 734-4375 or 734-4376).

**Club Card Drawing:** The drawing is every Friday between 1700 and 2000. You must be present to win.

**Entertainment:**

♪ **Karaoke Night, Officers Lounge:** 30 Aug 02, 1800-2200.

♪ **DJ, Enlisted Lounge:** 30 Aug 02, 1900-2400.

♪ **Honey Bears Dance Squad:** 5 Sep 02, 1600, 1800 & 2000. The first dance performance will be at the Youth Center at 1600 for Youth Center children only. The next two performances will be at the PCC at 1800 and 2000. The cost is \$5.00 for club members and \$10.00 dollars for non-members. The performers will be available to meet and sign autographs in the lounges following the performances. Courtesy of the Pacific Coast Club and Vandenberg Youth Center.

**Menu:**

● **Weekly Lunch Schedule:** Mondays-Weekly Lunch Special, Tuesdays-Mexican, Italian, or Oriental Buffet (on a rotating schedule), Wednesdays-Santa Maria BBQ Buffet, Thursdays-Chicken and Ribs Buffet, and Fridays-Seafood Buffet.



- ☛ **Build-Your-Own-Taco-Salad:** Mondays at lunch starting in Sept.
- b. **Fitness Center:** (30SVS/SVMP, 6-3832)
- ☛ **Upcoming Fitness Events:**
- ☛ **Intro to the Free weight Room:** 28 Aug 02, 0900.
- c. **Bowling Center:** (30SVS/SVK, 6-3209/734-1310)
- ☛ **Winter Leagues:** The Bowling Center is currently registering bowlers for Winter leagues. Sign up today!
- ☛ **Summer Schedule:** The Bowling Center is closed on Sundays and holidays through 1 Sep 02, with regular hours Mon-Sat.
- ☛ **Thunder Alley/Rock 300:** Glow and Bowl. Thursday, 1800-2100, Family Night. Friday, 2100-2400, Thunder Alley/Rock 300. Saturday, 2100-2400, Thunder Alley/Rock 300.
- d. **Library:** (30 SVS/SVT, 6-6414)
- ☛ **Women's Book Group Meeting:** 29 Aug 02, 1200. Library Conference Room
- ☛ **Summer Reading Program:** Certificates and prizes for those participating in the summer reading program may be picked up at the library until 1 Sep 02.
- e. **Youth Center:** (30SVS/SVYY, 6-2152)
- ▲ **Youth Center Orientations:** Pre-school participants (ages 3-4 years) and parents: 29 Aug 02, 0930-1000. Pre-school participants (ages 4-5 years) and parents: 29 Aug 02, 1030-1100.
- ▲ **Scouts:** Cub Scout Pack 102 is having an Open House for boys and their parents Tuesday, 10 September at 6:30 pm. The event is at the Scout Shack located between the Child Development Center and the youth baseball fields. Cub Scouts is open for boys from first through fifth grades. For more information, please call Kari Rosson at 734-1028.
- f. **Marshallia Ranch Golf Course:** (30SVS/SVRG, 6-6262)
- ☛ **Upcoming Events:**
- ☛ **Marshallia Masters:** 13-15 Sept 02. Sign up at the Pro Shop.
- ☛ **Special Offers:** Ladies Priority-Every Wednesday 0832-0904, Golf Intramurals-Tuesdays & Thursdays, 1200-0100, Tuesday Special-Active duty receives half off on green fees, and carts at the 9-hole rate, Wednesday-Carts at the 9-hole rate, and range buckets are \$1 off the regular price, Thursday-Retired military receive carts at the 9-hole rate, and Friday-Contractor and guest green fees are \$5 off the regular rate.
- g. **Outdoor Recreation:** (30SVS/SVRO, 6-5908)
- ▲ **San Diego Bike Ride: 19-22 Sep 02.** This bike ride will be at a leisurely pace with plenty of sightseeing along the way. We plan to average about 85 miles each day on bike paths, roads and freeways, with motel stops each night. Cost is \$275 per person including motel. Contact Curtis at Outdoor Rec for more details.

**Education Center:** (30MSS/DPHE, 5-5904)

- a. **Late Registration will be held for Allan Hancock College Fall 2002 Semester:** Registration continues through 30 Aug 02 for 16 week classes. Call 734-3500 or 5-5915 for an appointment or information.
- b. **Allan Hancock College Art Classes for 2002 Fall Term.** Registration will be at Allan Hancock College, Building 14003, Education Center Complex. For information call 734-3500 or 5-5915.
- ☛ **Multimedia Art Workshop.** Provides an opportunity for artists of all levels to develop or advance their techniques in drawing, painting and collage. The instructor will present weekly lectures on nature art, portraits, still life's, and landscapes. A variety of media can be used including watercolor, acrylics, pastels, oils, colored pencils and mixed media. Students will work on individual projects throughout the course with personalized assistance. Ticket #8101, Thursdays 1100-1400, from 5 Sep-12 Dec 02. (no credit)
- ☛ **Ceramic Painting and Finishing.** Students will learn how to prepare, paint, fire, and finish ceramic pieces from molds. Brush techniques and color mixing will be covered, as well as selection of glazes for special effects. Students will also discover how easy it is to create beautiful ceramic works of art in a relaxed atmosphere. Ticket # 8119, Thursday, 1700-2000 from 5 Sep-12 Dec 02. (no credit)

**Computer Training:** (MCA, 6-3771)

- a. **Lunch & Learn:** Remember, you can bring your lunch to any Lunch & Learn Class and "eat while you learn"! For information, e-mail [james.wooding@vandenbergh.af.mil](mailto:james.wooding@vandenbergh.af.mil)
- b. **Personal Computer Systems Training:** Call for information and dates for our new classes, **Adobe Acrobat Writer, Photoshop Elements, and Advanced Access.** Learn Introduction to Computers -- A basic classes for beginners; Word 2000; Word Advanced; Excel 2000; Excel Advanced; PowerPoint 2000; Access

2000 Beginning; Access 2000 Intermediate; Access Lab, Palm PDA Beginning, and Project 2000; Publisher 2000, Front Page 2000, Outlook, and Outlook Email Only. In addition to the existing traditional demonstration/lecture courses offered at the Computer Training Facility located within Bldg. 9360, MCA Engineers, Inc. also reserves 4 hour blocks of time specifically for those students interested in completing Computer Based Training (CBT) Courseware. This provides an alternate method for those who are unable to satisfactorily complete CBT's at their Personal Computer in their work environment. Slots are available both in the morning and afternoon time frame. Call for more information, or e-mail to: [lexi.schwartz@vandenbergh.af.mil](mailto:lexi.schwartz@vandenbergh.af.mil).

**c. Computer Tip:** Where The Dollar Goes: "Is there a way to get the dollar sign to appear at the left side of the cell, no matter what the dollar amount? When you set the cell format to Currency, the dollar sign always appears just to the left of the first number in the dollar amount." What you need to do is use the "Accounting" format. Select the cell(s) you want to format and choose "Cells" on the Format menu. When the Format Cells dialog box opens, select "Accounting" from the Category list and then select the \$ symbol in the "Symbol" box. Click OK to apply the new format and to close the dialog box. The dollar signs will now always appear at the left side of the formatted cells. POC Lexi Schwartz 6-3771.

**d. Computer Tip:** Undoing Recent Keystrokes - You probably already know that you can press Ctrl-Z at any time to undo your most recent commands. You may also know that Word 2000 stores up to 99 of your most recent commands or keystrokes, so that you can return to something you did a while back and undo it. You may not know, however, that you can pull up and access a list of your 99 most recent commands. Click the down arrow next to the Undo button on the Standard toolbar, (it's the one that looks like a counter-clockwise curved arrow). A list of the most recent commands appears, simply highlight through the point in the list you want to return to, release, and your work will be restored to its status at that point. POC Lexi Schwartz 6-3771.

#### **American Red Cross: (ARC, 736-5110)**

##### **a. Disaster Response Class Schedule:**

**Santa Barbara Office / Buellton Senior Center**, 2707 State Street, 687-1331/164 W. Highway 246

Call to reserve a spot – 687-1331 Email us: [disaster@sbaco-redcross.org](mailto:disaster@sbaco-redcross.org)

<b>Training Course</b>	<b>Date</b>	<b>Time</b>
Records & Reports 1 #3078 (Buellton Senior Center)	Sat. Sept. 7	8:30a.m. - 5:00p.m.
Liaison 1: Conducting Community Collaborations #4021 (Buellton Senior Center)	Sat. Sept.14	8:30a.m. - 5:00p.m.
Emergency Operations Center #3083 (Buellton Senior Center)	Sat. Sept.21	8:30a.m. - 4:30p.m.

**b. All of the above courses are free of charge.** These courses are designed to prepare individuals and or groups to participate in Red Cross Disaster Relief Operations. Be part of the solution! Call to register today or email us at [disaster@sbaco-redcross.org](mailto:disaster@sbaco-redcross.org). The Buellton Senior Center is at 164 W. Highway 246. You are invited to bring a friend. The only pre-requisite is Intro to Disaster, which may be taken home and completed via a video and workbook.